

Job Announcement

Programs Officer

About the Global Center

Our global community is facing unprecedented challenges that are exacerbating insecurity, fragility, and conflict the world over. At the Global Center on Cooperative Security, we believe that policies that protect society are best informed by the people most directly impacted. We work with changemakers around the world who are committed to addressing the root causes of violent extremism and upholding human rights in counterterrorism efforts. From our offices in New York, Washington, London, Brussels, and Nairobi, we work with a global network of experts, practitioners, fellows, and policy professionals to:

- Counter violent extremism
- Strengthen financial integrity and inclusion
- Enhance criminal justice and the rule of law
- Advance policies that support multilateral security

Join us as we build partnerships for a more just and secure world.

Position Summary

Reporting to the Chief of Operations and Chief of Strategy, and working in coordination with colleagues addressing cross-cutting thematic and geographic programs, the successful candidate will primarily oversee the design, implementation, and ongoing development of the Global Center's *Community Oriented Policing* (COP) Program.

Community Oriented Policing Program

The Global Center's COP Program partners with civil society and national policing institutions to promote more equitable, rights-based, and accountable engagement between law enforcement and communities in Africa, Asia, and the Middle East. COP Program training and capacity development initiatives are undertaken in cooperation with national policing academies, as well as academic institutions, civil society and community organizations, and international partners to strengthen platforms of cooperation between police and communities in ways that advance community safety and human rights. The COP Program is currently delivered in Jordan and the Maldives, and will be expanding its support to other regions and countries.

Role and Responsibilities

As a member of an international, dynamic, multinational, and multidisciplinary team, the successful candidate will be assigned the following responsibilities:

- Conduct research on policing structures and culture, security sector governance, human rights abuses, civil liberties and civic space, terrorism threats and countering terrorism and violent extremism (CVE) policies.
- Oversee the design, development, and implementation of project workplans, inception phase planning and consultations, and capacity development assistance plans.
- Collaborate with team members, expert-practitioners, project partners, and funders in the development and implementation of program activities.
- Maintain a network of local, regional, and international beneficiaries, experts, partners, and donors from government, community groups, and civil society organizations.
- Organize the administrative and logistical planning of activities, including the preparation of meeting materials, securing venues and equipment, and arranging transportation.
- Develop and implement monitoring and evaluation plans in coordination with the Head of Program Design, Monitoring, and Evaluation and external evaluation consultants.
- Produce rigorous reporting on program developments, experience, lessons learned, challenges, and assess short, medium and long-term results.
- Represent the Global Center to external audiences under the COP Program and related human rights, criminal justice, and rule of law-related engagements.
- Collaborate on and assist with organization-wide priorities, including administrative support, research, internal and external meetings, and strategic reviews and evaluations as needed, particularly across other criminal justice and rule of law projects.

Minimum Qualifications

- A working-level of spoken and written English *and* Arabic.
- 3-6 years of experience managing the design, development, implementation, monitoring and evaluation of capacity-development programs on related subjects.
- Bachelor (required) or Master (preferred) degree in international relations, security studies, criminology, sociology, development, human rights, law, criminal justice or related field.

Knowledge/Experience

- Experience managing or supporting international security and development programs.
- Knowledge of or experience in the security and development sector, in particular human rights-based justice and security system governance and reform, community-oriented policing, and criminal justice responses to counter terrorism.
- Familiarity with and strong support for community empowerment, anti-oppression frameworks, and rights-based approaches to international justice and security development programming.

- Demonstrable experience employing adult learning practices in curriculum development, training design and facilitation and training activities are desirable.
- Knowledge of or experience in the sub-regions of the Middle East (Jordan in particular), and South Asia (Maldives in particular) are desirable.

Other Qualifications

- Ability to work flexible hours and travel abroad on a regular basis when safe and appropriate to do so.
- Ability to manage time and work independently with minimal supervision.
- Ability to develop, engage, and collaborate with a diverse global network of individuals and organizations.
- Ability to adapt to and operate in cross-cultural environments.
- Ability to comfortably receive and provide constructive feedback related to own work and the work of teammates.

Competencies

- Strong communication and interpersonal skills.
- Excellent research, writing, and proofreading skills.
- Computer skills: the main programs of Microsoft Office suite, Microsoft Word, Excel, PowerPoint, and Outlook; experience tracking and presenting program information in innovative and engaging ways using other software solutions a bonus.

Salary and Benefits

The successful candidate will be joining a small, close-knit, multinational team of professionals committed to actively building a more equitable and anti-racist culture in the workplace, in our work, and wider field of practice. The Global Center values open exchange between colleagues and is committed to organizational learning. Salary and benefits are commensurate with experience and cost of living calculations based on the candidate's country of residence.

A benefits package will be offered in alignment with the package of benefits already received in the candidate's country of residence up to an including medical, dental, vision, and life insurance; vacation, personal and sick time; paid parental leave; and retirement saving plan. Other benefits include: flexible work from home arrangements, including a home-office expense subsidy; and dedicated annual professional development fund for each team member.

As an Equal Opportunity Employer, the Global Center is committed to building a team that represents a diversity of backgrounds, perspectives, and skills. We do not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, physical or mental disability, national origin, veteran status, or any other classification protected under applicable law. All employment is decided on the basis of qualifications, merit, and business need.

To apply

Please submit your resume or CV, and cover letter to JoinOurTeam@globalcenter.org, with the subject line "Name - Programs Officer". Applications will be considered on a rolling basis but no later than 25 October 2020. We do not respond to inquiries into the status of submission.